

BOARD OF RESPIRATORY CARE

**899 NORTH CAPITOL ST. NE – 2ND FL.
WASHINGTON, DC 20002**

December 9, 2019

9:00 am to 12:00 pm

OPEN SESSION MINUTES

BOARD OF RESPIRATORY CARE

OPEN SESSION MINUTES DECEMBER 9, 2019

BOARD MEETING PARTICIPANTS:

BOARD MEMBERS:	
CAROLYN WILLIAMS, CHAIRPERSON	Present
BETTY AKPAN, BOARD MEMBER	Present
BOARD STAFF:	
AISHA NIXON –EXECUTIVE DIRECTOR	Present
ASHLEY BALMA-HEALTH LICENSING SPECIALIST	Present
EMILIA MORAN – INVESTIGATOR	Present
GREGORY SCURLOCK, CHIEF COMPLIANCE OFFICER	Absent
LEGAL STAFF:	
PANRAVEE VONGJAROENRAT - ASSISTANT GENERAL COUNSEL	Absent
PHILLIP L. HUSBAND- GENERAL COUNSEL	Present

BOARD OF RESPIRATORY CARE

OPEN SESSION MINUTES DECEMBER 9, 2019

CALL TO ORDER AND ROLL CALL

OS-1209-01	<p>Board Action: Acceptance of agenda at 9:02am</p> <p>Motion: The meeting started at 9:02 AM and a quorum was established. Motion made by Carolyn Williams to accept the December 9, 2019 agenda. Seconded by Betty Akpan. The motion passed unanimously.</p>
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MINUTES AND STAFF REPORTS

OS-1209-02	<p><u>EXECUTIVE DIRECTOR'S REPORT:</u> Ms. Aisha Nixon introduced the new health licensing specialist, Ashley Balma to the board. In addition, she provided the current licensure census for the board. The board currently has 751 active licensees.</p>	
OS-1209-03	<p><u>BOARD ATTORNEY'S REPORT:</u> No Report</p>	
OS-1209-04	<p><u>BOARD CHAIRS'S REPORT:</u> Ms. Carolyn Williams, Board chair gave an update on the following areas:</p> <ul style="list-style-type: none"> • Congratulated and welcomed Ashley Balma on the role as the new Health Licensing Specialist. • Informed the board that Washington, DC was the host for Dr. Amsa Mirami, a Neonatologist from Nigeria, one of the American Association for Respiratory care/ American Respiratory Care Foundation 2019 International Fellow. She thanked the Senior Deputy Director, Dr. Sharon Lewis and the Board staff for meeting with the fellow and providing her with an overview of the administration. • Provided a brief synopsis of the annual AARC Congress 2019 that she and Ms. Betty Akpan attended in November in New Orleans. 	
OS-1209-05	<p><u>OPEN SESSION MINUTES</u> Board Action: Consideration of the Open Session minutes from the October 15, 2019 meeting</p> <p>Motion: Motion made by Carolyn William's to approved the October 15, 2019 Open Session Minutes with recommended corrections. Seconded by Betty Akpan. The motion passes unanimously.</p>	
OS1209-06	<p><u>2020 MEETING DATES</u> Board Action:</p>	

	<p>Board will discuss and determine meeting schedule for 2020.</p> <p>Background: Currently, the Board of Respiratory Care meets the second Monday of every other month. Board staff is recommending the meetings be scheduled quarterly.</p> <p><u>Current 2020 Meeting Dates:</u></p> <ul style="list-style-type: none"> • February 10, 2020 • April 13, 2020 • June 8, 2020 • August 10, 2020 • October 12, 2020 • December 14, 2020 <p><u>Proposed 2020 Meeting Dates</u></p> <ul style="list-style-type: none"> • February 10, 2020 • May 11, 2020 • August 10, 2020 • November 9, 2020 <p>Motion: Motion made by Carolyn Williams to approve the proposed meeting dates for 2020. Seconded by Ms. Betty Akpan seconded the motion. The motion passed unanimously.</p>	
OS-1209-07	<p><u>DELEGATED AUTHORITY</u></p> <p>Board Action: Consideration by the board to allow the Health Licensing Specialist to approve clean applications.</p> <p>Background: Currently, the Board of Respiratory Care delegated the review and approval of all applications to a respiratory therapist on the Board. The Health Regulations and Licensing Administration, hopes to launch online applications in 2020. The board staff would like the authority to review and approve clean applications.</p> <p>Motion: Motion made by Carolyn Williams to allow by delegated authority the board staff to approve clean applications. Seconded by Betty Akpan. The motion passed unanimously.</p>	
OS-1209-08	<p><u>DISCUSSION</u></p> <p><u>Board Action:</u></p>	

	<p>Discuss and provide feedback regarding the draft announcement for December 2019.</p> <p>Motion: Motion made by Carolyn Williams to accept the current newsletter to be distributed to the licensees. Seconded by Betty Akpan. The motion passed unanimously.</p>	
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OS-1209-09	<p>Board Action: To go into closed session to discuss confidential matters as permitted in DC Official Code § 2-575(b).</p> <p>Background: Upon conclusion of the open session meeting and pursuant to the DC Official Code 2-575(b) and for the purposes set forth therein, the Board will move into the closed executive session portion of the meeting to consult with the Board attorney, discuss disciplinary matters and hear reports concerning violations of the law or regulations.</p> <p>Motion: Motion made by Carolyn Williams to close open session at 9:40am. Seconded by Betty Akpan. The motion passed unanimously.</p>	
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This ends the Open Session Agenda, next meeting is scheduled for **February 10, 2020**

This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov.